
CITY OF BALTIMORE

MARTIN O'MALLEY, Mayor



PLANNING COMMISSION DEPARTMENT OF PLANNING

OTIS ROLLEY, III, Director
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Baltimore City Department of Planning, lead by its Board of Commissioners, is the agency entrusted with the mission of guiding the harmonious development of Baltimore City. This mission is directed at achieving one overarching goal: to make Baltimore the most livable, dynamic, and attractive city that it can be. The Department is looking for dynamic individuals with the intellectual prowess and commitment to excellence necessary to be part of this special team.

Division Chief – Comprehensive Planning
Executive Level I: \$57,900 - \$84,000

The Division Chief of Comprehensive Planning leads the Departments largest Division

- Provides oversight and direction toward the development of the City's capital budget and six-year capital improvement program (CIP) annually, by recommending and reviewing capital improvement requests and proposals.
- Leads the City's environmental planning and neighborhood planning sections.
- Coordinates the division's activities with other City government units.
- Manages and evaluates the performance of, disciplines and recommends the hiring, firing and promoting of 15 subordinate planning staff members.
- Represents the department before legislative bodies and meets with Federal, State and local agencies, and neighborhood and community groups, to present and receive planning recommendations.
- Directs program surveys and other studies that may involve environmental assessment, traffic analysis, and transit oriented development initiatives.
- Represents the department on interagency and intergovernmental committees on environmental, transportation, community, and capital planning issues
- Directs the preparation of reports, studies, plans, and the maintenance of records.

Desired Qualifications:

- A master's degree in urban or regional planning, architecture, environmental sciences, geography, civil engineering or a closely related field such as transportation from an accredited college or university and
- Five years of increasingly responsible experience in performing urban or regional planning work or planning work within a closely related field such as transportation, housing or development, with at least three recent years including experience in the administration of a professional section or division and supervision of professional staff.
- A bachelor's degree from an accredited college or university and five years additional experience as listed above may serve as the equivalent to the master's degree.

Interested candidates should submit a cover memo and resume, which specifically addresses the experience relevant to this position to:

Karen Miller
Baltimore City Department of Planning
417 East Baltimore Street, Room 848
Baltimore, Maryland, 21202
Facsimile: 410-528-7246
karen.miller@baltimorecity.gov

<http://www.baltimorecity.gov/government/planning/divisions.html>

Baltimore City is an equal opportunity employer. Minorities and Women are encouraged to apply.